

**THE LEARNER-CENTERED SCHOOL, Inc. (TLCS, Inc.)  
ANTIOCH CHARTER ACADEMY (ACA)  
ANTIOCH CHARTER ACADEMY II (ACA II)  
3325 Hacienda Way, Antioch, CA  
REGULAR MEETING OF THE CHARTER COUNCIL**

**Meeting Minutes:**

**Date: June 12, 2018 @ 4:00 PM, Room #1**

1. Opening (Roll Call and Establishment of Quorum)
  - a. **Attendees: Charter Council members Mrs. Julie Haas-Wadjowicz, Mrs. Kristine Carrillo, Ms. Margie DiGiorgio, and Mrs. Janika Barnes. Staff members in attendance were Mr. Kevin Fuller and Mrs. Elisa McCutcheon. Also in attendance was Mrs. Debbie Hobin.**
  
2. Approval of Minutes
  - a. Regular Charter Council meeting of May 10, 2018
  - b. **Motion to approve minutes (Margie), 2<sup>nd</sup> (Kristine), all in favor (approved)**
  
3. Oral Communications: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.
  - a. **None**
  
4. Comments from Staff
  - a. **"We made it!"**
  - b. **Just completed school year,**
  - c. **SDD (on Friday 6/8/18) discussed proposed topics for SDDs in August**
  - d. **Graduations at both schools were successful**
  - e. **Todd/Edna/Marianne to attend SELPA boot camp (this summer – 1 week)**
  - f. **Sarah/Kevin - CSDC Leadership Intensive Training – (this summer - 1 week)**
  
5. Discussion Items (for possible Action)
  - a. Local Control Accountability Plan (LCAP) – final draft documents for ACA and ACA II (attached)
    - A. **Budget numbers have been finalized and both LCAP documents updated to reflect final financials**
  - b. Salary Schedule changes - proposal for 1% increase retroactive to July 1, 2017 for all salary schedules. Adopt AUSD 'Program Specialist' salary schedule adjusted for ACA / ACA II work calendar for 2018-19.
    - A. **Staff has approved the stated salary schedule changes and the adoption of a 'Program Specialist' salary schedule. Staff reasoning for changes/adoption discussed – competitiveness with local District salary schedules,**
  - c. Health Benefits - increase school monthly contribution rates to match AUSD rates (Single Party - \$978; Two-Party - \$1,390; Family - \$1,650).
    - A. **Staff reasoning for changes/adoption discussed – competitiveness with local District contributions,**
  - d. Initial 2018-19 Budget Proposals for review - ACA and ACA II (attached)
    - A. **Highlighted changes in attached document**
  - e. Memorandum of Understanding (MOU) between Antioch Unified School District (AUSD) and ACA for the period July 1, 2018 through June 30, 2023 - revised draft document (attached)
    - A. **MOU's have been revised by AUSD to include Section III of Exhibit A describing Special Education Services as a school of the District if we were to**

**leave the Charter SELPA for some reason and return to AUSD / Contra Costa County SELPA (highly unlikely).**

- f. Memorandum of Understanding (MOU) between Antioch Unified School District (AUSD) and ACA II for the period July 1, 2018 through June 30, 2022 - revised draft document (attached)
  - A. MOU's have been revised by AUSD to include Section III of Exhibit A describing Special Education Services as a school of the District if we were to leave the Charter SELPA for some reason and return to AUSD / Contra Costa County SELPA (highly unlikely).**
- g. Certificated Employee Contracts (ACA / ACA II) - review list of Certificated Employees under contract for the 2018-19 school year at both school sites (attached)
  - A. Discussed change to ACA staff (1 position – not returning)**
- h. Family Network bank account signers - changes to ACA bank signers due to elections of new board members (Network Chairperson and Secretary).
  - A. No additional comments/questions/discussion**
- i. School bank account signers - changes to ACA bank signers due to retirement of Operations Manager and hiring of replacement.
  - A. No additional comments/questions/discussion**
- j. School bank account signers - changes to ACA II bank signers due to retirement of Operations Manager and hiring of replacement.
  - A. No additional comments/questions/discussion**

6. Action Items

- a. Approval of LCAP for ACA / ACA II as recommended by staff.
- b. Approval of Salary Schedule increases and adoption of AUSD 'Program Specialist' salary schedule adjusted for ACA/ACA II work calendar for 2018-19 as recommended by staff.
- c. Approval of school monthly contribution rates for Health Benefits as recommended by staff.
- d. Approval of Initial 2018-19 Budget Proposals for ACA and ACA II as recommended by staff.
- e. Approval of MOU for the period July 1, 2018 through June 30, 2023 between AUSD and ACA as recommended by staff.
- f. Approval of MOU for the period July 1, 2018 through June 30, 2022 between AUSD and ACA II as recommended by staff.
- g. Approval of the 2018-19 Certificated Employee contracts for ACA / ACA II as recommended by staff.
- h. Approval of ACA Family Network bank account signers -  
Add Kelly MacCallister (Network Chairperson) and Brooke Farrington (Network Secretary) as signers on Network checking and savings accounts.  
Remove Cherith Cantando, Kristi Pope and Lydia Moon as signers on Network checking and savings accounts.
- i. Approval of ACA School bank account signers  
Add Andi Stahler as signer on School checking and savings accounts  
Remove Caran Bacon as signer on School checking and savings accounts
- j. Approval of ACA II school bank account signers  
Add Sheri Thompson as signer on School checking account  
Remove Luanne Pace as signer on School checking account

Action Item	Motion to approve	Motion – 2nd	In favor	Opposed	Status
A	Margie	Kristine	3	0	approved
B	Kristine	Margie	3	0	approved
C	Margie	Kristine	3	0	approved
D	Kristine	Margie	3	0	approved
E	Margie	Kristine	3	0	approved
F	Margie	Kristine	3	0	approved
G	Kristine	Margie	3	0	approved
H	Margie	Kristine	3	0	approved
I	Margie	Kristine	3	0	approved
J	Kristine	Margie	3	0	approved

7. Family Network Update – comments from ACA and ACA II Network board members
  - a. **ACA – new officers elected (see above action item H.)**
8. Comments from the Charter Council
  - a. **N/A**
9. Scheduling of Next Meeting
  - a. **Next Regular Charter Council meeting – Thursday, July 12th, 2018 (if necessary)**
10. Adjournment
  - a. **Motion to Adjourn (Kristine), 2<sup>nd</sup> (Margie), all in favor**

## Antioch Charter Academy I / Antioch Charter Academy II 2018-19 Initial Budget Narrative

### Highlights

- Revenue projections are based on the “Local Control Funding Formula” (LCFF), consisting of a base rate for each grade span (K-3, 4-6, 7-8), add-on funding for K-3 Class Size Reduction (CSR), plus supplemental and concentration grants based on unduplicated pupil counts of English Learners (EL), Free and Reduced Price Meals (FRPM) population and Foster Youth (FY).
- The Supplemental funding formula includes a 20% boost to LCFF base rates for each unduplicated EL / FRPM / FY student, and Concentration funding includes another 50% boost to LCFF base rates for unduplicated EL / FRPM / FY students in excess of 55% of the school's enrollment.
- 2018-19 Funding is estimated to be **fully funded** at the 'target' LCFF funding rates (transition to LCFF funding formula is complete).
- Additional State Revenues include 'One-Time' discretionary funds of \$343 / ADA based on prior year P-2 ADA.
- State and Federal revenues for Special Education have been included as a result of joining the El Dorado County Charter SELPA effective July 1, 2018. Expenses for Special Education staffing and materials / supplies have also been included.
- Salaries for both Certificated and Classified staff have been increased to reflect a 1% increase retroactive to July 1, 2017 as well as a 3.5% increase to the salary schedules effective July 1, 2018. Step / Column movement has also been included for eligible staff, and all known staffing changes have been included.
- Health Benefit contribution rates have been increased to match AUSD rates.
- State Teachers Retirement System (STRS) rates continue to rise and are budgeted at 16.28% vs. 14.43% in the prior year.
- Capital expenditures under the Prop 39 Energy Efficiency Grant program have been included at both sites (\$195K - ACA; \$149K - ACA II).
- Average Daily Attendance (ADA) is budgeted at prior year P-2 ADA (195.85 - ACA and 198.3 - ACA II), and the unduplicated pupil count for Supplemental funding is budgeted at 66 students for ACA and 85 students for ACA II.

- Prior year ending cash balances (as of June 30, 2017) for ACA and ACA II are \$772,739 and \$477,110, respectively. The ending balances provide both schools with a reserve fund for future uncertainties and enable the programs to operate at current funding levels without making cuts to educational quality.
- Projected Enrollment / ADA (current year plus next 2 years)  
ACA - enrollment of 198 students (195.85 ADA) for 2018-19 fiscal year and for the subsequent two years.  
  
ACA II - enrollment of 200 students (198.30 ADA) for 2018-19 fiscal year and for the subsequent two years
- Unduplicated EL / FRPM / FY counts  
ACA - 66 students  
ACA II - 85 students
- If acceptable, the Board should approve the Initial Budgets. Staff will then submit the budget to the District and CCCOE in the required SACS software reporting format.